Rare Book and Manuscript Library

Annual Report
July 1988 - June 1989

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Kenneth A. Lohf
Librarian for Rare Books and Manuscripts

In keeping with the major objective of the Rare Book and Manuscript Library, that is, providing rare and unique printed and manuscript materials for study and research, we can report that use by students and faculty, as well as by visiting scholars, has increased during 1988/1989 over use recorded for the previous year. Because of the continuing development of our book and manuscript resources, it is likely that use will remain at a high level in the near future, use that is not only identified as basic access, but also encompasses activities required to prepare materials for use and to perform specialized reference services, including: administering acquisition by gift and purchase of materials in subject fields in support of University teaching and research; creating adequate cataloging records for all materials; microfilming and photocopying activities; copyright and publication permission; reference enquiries in person and by mail; preparing exhibitions and lending rare materials to other libraries and museums; and preparing publications for the Friends and the Library.

Gifts. For three of the past four years since moving into the new Library quarters, gifts in kind have exceeded the $1 million level in appraised value. Gifts in kind during 1988-1989, comprising 6,239 volumes and 381,654 manuscript items, reached a value of $1,079,051; these gifts have enriched the research resources through newly established manuscript and archival collections, significant additions to existing collections, a record number of books and other printed rarities, and distinguished individual art works and items of memorabilia.

Among the 139 separate donations recorded are several extraordinarily significant gifts of manuscripts: the Alexander Hamilton Family papers, including a George Washington manuscript on the reorganization of the army after the Revolution, received from an anonymous donor; the Robert Wilson Papers, comprising more than 70,000 items documenting the director's controversial theater career over the past two decades, presented by the Byrd Hoffman Foundation; the papers of the noted literary critic and journalist, Orville W. Prescott, including correspondence with authors John Hersey, Katherine Anne Porter, and C. P. Snow, among others; the library and papers of the noted philosopher of science, the late Professor Ernest Nagel, donated by his sons, Professors Alexander and Sidney Nagel; and the papers of University Trustee, Robert D. Lilley, onetime President of A. T. & T., presented by his widow, Mrs. Helen M. Lilley. Other collections received include the papers of the English artist and writer Stephen Haweis, presented by the estate of Mrs. Philip J. Roosevelt, and the papers of Stanley M. Isaacs donated by Mrs. Casey Isaacs Herrick. The Bakhmeteff Archive received the papers of the historian, Michael Karpovich, including an important file of letters and manuscripts written by Vladimir Nabokov, as the gift from his son, Serge Karpovich; and the papers of the Hungarian freedom fighter and public figure, General Béla Király, which he presented and which strengthened our resources for the study of modern Hungary.

Numerous gifts of papers were received which substantially strengthened existing collections, most notably, the Frances Perkins, Community Service Society, Judge Stanley Fuld, Lionel Trilling, C. Martin Wilbur, National Emergency Civil Liberties Committee, Conference of Non-Governmental Organizations, Paul O. Kristeller, and League of Women Voters collections. Among the publishers and literary agencies who donated

significant files for addition to their collections were Random House, Georges Borchardt, Curtis Brown, and Don Congdon Associates. Ms. Robbin Reynolds presented, for addition to the Paul R. Reynolds Papers, a file of 162 letters written by P. G. Wodehouse to Paul Reynolds, as well as a group of important literary letters from Willa Cather, Sir Winston Churchill, Jack London, and Edgar Lee Masters. Professor Eleanor M. Tilton donated nine Ralph Waldo Emerson letters and two manuscripts to the Emerson Collection, along with a group of letters relating to Emerson written by Louis Agassiz, Oliver Wendell Holmes, Henry W. Longfellow, James Russell Lowell, and John Greenleaf Whittier, among others; and Professor Andrew B. Myers donated to the Emerson Collection a letter written by Emerson in 1865, a portion of the manuscript of English Traits, and a manuscript of a poem written by Emerson in 1872.

A bronze portrait bust by Jo Davidson of the distinguished diplomat, V. K. Wellington Koo, was presented by his widow, Mme. Juliana Koo and his daughter and son-in-law, Patricia Koo and Kiachi Tsien, in a ceremony on April 18 at the Library; the bust is on permanent exhibition on the second floor of the Library. Knowing of our extensive collection of Hamilton manuscripts and correspondence, the Furman University Library, in a generous cooperative gesture, has transferred ownership to the Library of several pieces of Alexander Hamilton memorabilia, including the gold double-band wedding ring of Elizabeth Schuyler Hamilton, the wedding handkerchiefs of Alexander and Elizabeth Hamilton, and the silver napkin rings of Hamilton and his wife.

The Library's book collections have been augmented by 6,239 volumes donated during 1988-1989, among the largest number of printed items received in a single year during the past decade. Among the more notable gifts were: first editions of books by Henry James and Wyndham Lewis, donated by Ronald Dzierbicki; 121 first and early editions of Scottish, English and classical literature, donated by Professor Coleman O. Parsons; three volumes of cuttings of Thomas Bewick wood-engravings, entitled Bewickiana, compiled in 1861, presented by Dr. Morris H. Saffron; five rare editions known for their illustrations, including Johann Winckelmann's Geschichte der Kunst des Altertums, 1764, donated by Professor Meyer Schapiro; and a group of first editions of works by Cornell Woolrich, Stephen Crane and George Sterling, as well as a manuscript of the latter's most famous poem, "Yosemite," presented by Professor and Mrs. Stanley Wertheim.

Purchases. In keeping with the diverse research needs of the University scholarly community, purchases for the rare book and manuscript collections were varied and balanced, adding strength where possible, modified by the availability of materials and their rising costs, but developing no new collecting areas. Total appropriations for the endowed book funds increased this year due primarily to the activation of the Herman and Aveve Cohen, Louis Henry and Marguerite Cohn, Frances Henne, and Jack Harris Samuels Funds; also, the Friends Endowed Fund benefited substantially from the addition of $50,000 to the principal as authorized by the Friends Council.

As reported in the last annual report, negotiations began late in 1987-1988 for the purchase of the Count Alexander Benckendorff Papers; these negotiations were concluded during the summer of 1988, the collection was delivered from the London bookdealer Bertram Rota Ltd. in September, and the important collection of documents and photographs relating to the last tsarist ambassador to Great Britain was acquired by means of the Tulinoff Fund, the Libraries' general funds, and contributions pledged by the Harriman Institute.

The penultimate payment for the Frederic Dannay Papers was made early in July 1988 by means of the Library's general funds, Duplicates Fund, Charles Mixer Fund, Rare

Book and Manuscript Endowment, Friends Rare Book and Manuscript Library Endowment, and various smaller funds; the final, and smallest installment, will be paid early in the new fiscal year. Numerous Tennessee Williams manuscripts, playscripts, and set designs were also acquired during the year on the Brander Matthews, Charles Mixer, and Aaron Berg Funds; included in these purchases were the manuscripts for "Mes Cahiers Noir," "Masks Outrageous and Austere," "Orpheus Descending," and numerous short stories and short plays, and set designs by Jo Mielziner for "Out Cry" and "Sweet Bird of Youth."

Acquisitions by means of the larger endowments added important research potential to our holdings: the splendid seventeenth century manuscript of Sir Francis Bacon's state papers and letters, the first acquisition on the Jack Harris Samuels Fund; four incunabula editions of classical texts by Aegidius Romanus, Antoninus Florentinus, Athanasius, and Cyprianus, added to the Incunabula Collection through the Gonzalez Lodge Fund; John Flamsteed's copy of Euclid's Elements, London, 1686, purchased on the David Eugene Smith Fund; and the London, 1681-1694, edition of Reynard the Fox, illustrated with numerous woodcuts, the first book purchased on the Frances Henne Fund. Important modern press books acquired include: St. Jerome's Epistola, Kelmscott Press, 1894, the first book acquired on the Herman and Aveve Cohen Fund; James Joyce's Epiphanies, published in 1988 by Vincent Fitzgerald with stunning, interpretive illustrations by Susan Weil and Marjorie Van Dyke; and Joyce's Ulysses, published by the Arion Press in 1989 with engravings by Robert Motherwell.

Among the nineteenth and twentieth century books and manuscripts added to various collections were: a collection of Bret Harte manuscripts acquired for the Solton and Julia Engel Collection; the editor's annotated copy of the Winchester College Pentagram containing contributions by Lord Alfred Douglas, acquired on the Friends Endowed Fund; Anthony Powell and Edmund Blunden autograph letters and manuscripts purchased for the House of Books Collection; and one of six proof copies of Ezra Pound's A Draft of XVI Cantos (Paris, Three Mountains Press, 1925), the earliest book appearance of the Cantos.

Finances. The major portion of the cash contributions received during the year was designated for addition to various endowments, and included the following: Arthur and Henrietta Baron Fund, $1,000 from Martin Baron and The New Yorker Fund; Louis Henry and Marguerite Cohn Fund, $2,000, from Carol Z. Rothkopf and the A. T. & T. Foundation; Alan H. Kempner Fund, $15,027, from Margaret L. Kempner; and Lamont Reading Room Fund, $10,000, from Corliss Lamont. Other individual cash gifts were received from the following donors: $1,000 from Hal and Barbra Higginbotham; $2,000 from George M. Jaffin; $5,000 from George Lowry; $1,500 from Mrs. John Roosevelt and her family; and $3,500 from an anonymous donor.

Friends of the Libraries. The following were elected as officers of the Friends for two-year terms at the December 7 Council meeting: Frank S. Streeter, Chairman; Dallas Pratt, Vice-chairman; and Kenneth A. Lohf, Secretary-Treasurer. At this meeting the transfer of $50,000 to the Rare Book and Manuscript Endowed Fund was confirmed, and an additional $50,000 was pledged to the construction fund for the seminar/pantry rooms when the balance in the income account will allow this transfer to be made. The Council Class of '92, nominated at the March 1 Council meeting, is comprised of Helmut Friedlaender, Maragaret L. Kempner, Peter Kraus, Corliss Lamont, Pauline Ames Plimpton, Dallas Pratt, and Carol Z. Rothkopf.

The financial statement for the year ending June 30, 1989, shows a balance of $44,412 in the Friend's account. Dues contributions for the year totaled $41,035, an increase of 26% over the previous year. Gifts in kind received from individual Friends

totaled $183,881, and special purpose gifts, including cash gifts received from Margaret L. Kempner, Corliss Lamont, George Lowry, Carol Z. Rothkopf, and several anonymous donors, totaled $41,127. The total value of gifts and contributions since the establishment of the association in 1951 now stands at $7,570,074.

Exhibitions. The exhibition, "The Double Lives of Ellery Queen," closed on July 6, 1988, as the new fiscal year began. Shortly thereafter, on July 12, two exhibitions opened: "Paintings for Finnegans Wake by Marjorie Windust Halper" and "The Tercentenary of the Birth of Alexander Pope": the former, curated by Jane Rodgers, was based on the collection donated by the artist; and the latter, curated by Patrick Lawlor, drew from first editions, autograph letters, manuscripts and portraits in the Library's permanent collections. Both exhibitions remained on view through November 17.

A Friends' preview reception opened the exhibition, "Dreams and Images: The Theatre of Robert Wilson," on December 7, 1988. Curated by Rudolph Ellenbogen, the exhibition included drawings, scripts, photographs, posters, and technical stage notes and outlines for Wilson's productions over the past twenty years from "The Life and Times of Sigmund Freud" to the still unfinished epic "the CIVIL warS"; they were selected from the Wilson Papers donated by Wilson, Dr. Dallas Pratt, David Finkbeiner, and the Byrd Hoffman Foundation, as well as lent by the Paula Cooper Gallery. There were articles in The New York Times and various theatrical publications describing and reviewing the exhibition, which closed on February 17.

Over the past twenty years, the Tennessee Williams Collection of inscribed books, manuscripts, autograph letters, photographs, and set designs has developed into a major research resource; it was these holdings that formed the basis for the exhibition, "The Fugitive Kind: The Theater of Tennessee Williams," which opened on March 1, 1989, and is scheduled to remain on view through July 27. The exhibition, curated by Marvin Taylor, received wide coverage in the press with major articles in The New York Times by Herbert Mitgang, The Newark Star-Ledger by Mark Finston, Playbill and other newspapers and magazines. An illustrated brochure, with text by Marvin Taylor, was published to accompany the exhibition, which was among the most popular of our exhibits with Friends and visitors.

Continuing Issues. Despite the current well-being of the Library, there are a number of continuing problems and issues that need to be addressed. They center on five distinct areas: donor support; construction; bibliographic control and preservation; Facilities and air-conditioning; and staff shortages. In the area of donor support, there is the continuing need to maintain and increase support for the various programs of the Friends and the areas of the Libraries that are the Friends' special interests, i.e., increasing the book endowments, funding special construction projects, and encouraging gifts in kind. These can be accomplished only through careful involvement with individual donors, presentation of special projects to the Council and members, and the increase in membership of the organization from among those who are interested in giving support and are able to do so.

When the Library was constructed nearly five years ago, the seminar room area immediately behind the Rare Book Reading Room was left unfinished due to lack of funds in the construction budget. To complete the program of the new Library and its services to students and faculty, it is essential that this facility be constructed. The architect's latest estimate of the cost of the construction is $200,000; approximately $75,000 of this amount is pledged or received. As the Library approaches the end of the first five-year period, we have been advised by the architect and Facilities that we give consideration to a general refurbishment of the entire facility, including repair of cracks, repainting of specific areas, maintenance of the oak floor, repair of the tile floor, etc. The cost of the general

refurbishment is estimated at $10,000. For purposes of providing security for the collections in the Bakhmeteff Archive, it is strongly recommended that a staircase be construction from stack 14 to stack 15 within the premises of the Library so that materials can be fetched and reshelved without going through the public stack staircase.

Needs in the areas of bibliographical control and preservation are of continuing concern. Uncataloged books, now numbering nearly 55,000 volumes, are a serious obstacle to the full use of our specialized resources by students and faculty. The number of books cataloged each year has continued to decline over the past decade; and at the present rate of growth (an average of 3,000 volumes acquired per year) the arrearages will continue to grow, and the basic problem will increase. Finally, less cataloging time has been alloted to rare books during the past two years. Preservation needs present a different scenario, and action in this area is dependent on budget and outside funding and the emphasis that the Libraries will place on system-wide preservation needs--microfilming, rebinding and restoration, boxing, and paper repair. The rare book and manuscript collections have sizeable groups of material in all areas in need of preservation, and current funding allows for only modest annual projects.

The problems with Facilities and the aggravations experienced in maintaining the well-being of the Library quarters have continued during the past year as they have for the past five years. The Rare Book Reading Room and the offices on the east side of the second floor have been without air-conditioning for two and a half months; it takes an average of two weeks to have a burned-out light replaced; orders for repair were either attended to after long delay or were completely ignored. These are only a few of the problems by which we have been frustrated, and they have affected the morale of both the staff and the patrons.

Finally, there is the shortage of staff and the implications that it has for services that are expected from us by students, faculty, and visiting scholars. The needs center in two areas: a full-time page for the rare book department and reading room (currently staffed by part-time general assistants whose availability is unpredictable, and the funding for which will be reduced by 25% in the next fiscal year); and a manuscript archivist whose major responsibility would center on the cataloging of collections of papers in the fields of history, public affairs, and the sciences. Because Columbiana will be assigned to the University Secretary in the new academic year as part of the University Archives, the Library will lose the services of the curator who has processed manuscript collections during the mornings, and this loss will further increase the need for the new position. In this regard, it can be noted that the Librarian and other staff will consult with the University Secretary on policies relating to the book and manuscript holdings of Columbiana and their administration after the change in reporting is effected.

Rare Book Department

Rudolph Ellenbogen
Assistant Librarian for Rare Books

Once again this year, the department has been able to keep abreast with the processing of gifts of books, including searching, selecting, comparing duplicates, adding variants, and preparing preliminary bibliographic records. Among the collections received and processed were those received from the American Institute for Graphic Arts, American Association of University Presses, Virginia Clifford, Christopher Coover, Jacques Barzun, Philip Butcher, Ronald Dzierbicki, Harper and Brothers, Iola Haverstick, Kenneth Lohf,

McBurney School, Ernest Nagel, Paul Palmer, Coleman Parsons, and Toni Strassman. 165 rare volumes from Paterno were sent to the department for eventual addition to the collection. After many years of work, the preparation of preliminary cataloging records for the Hunt-Berol Collection of American Music was finished. Backlogs in our collection of photographic negatives, and in the Dramatic Museum, book arts printer, illustrator, and subject ephemera files have also been eliminated during the year. Processing and cataloging of art works has kept pace with gifts, and the backlog of these items has been reduced to three works that need further study and research to identify. Special mention should be made of the additions to the Rockwell Kent collection which now has had its register input into our computer so that future additions can be handled with greater efficiency. During the year, Jane Rodgers learned both Microsoft Word and Pro-Cite (and trained the CA IV in their use) in order to increase the efficiency with which appraisal lists and preliminary cataloging slips are produced.

In other activities related to bibliographic control, members of the department worked on a Title II-C grant proposal to finish cataloging the Seligman Collection. Although the grant was not awarded, we identified duplicate titles which were deaccessioned. In another attempt to reduce the cataloging backlog in the department, a pilot project was conducted in conjunction with OMC to determine whether minimal level cataloging would be an acceptable alternative for use with rare books. The project coordinators in OMC decided after a short time that an insufficient number of books were being selected for minimal level cataloging to warrant further exploration of this option.

Preservation activities during the year included the binding, rebinding, or repair of 106 rare books and 179 non-rare books; in addition, 6 slip cases and 150 preservation cases were made commercially; 63 prints and photographs were matted and 14 items were encapsulated; 296 items were put in portfolio binders. Marvin Taylor also developed a program on book handling which he delivered to all staff and which will be part of the on-going training of new staff members. Processing of books cataloged has not kept pace with cataloging because of the recurring disability of the CAII responsible for this task.

For the year, the following statistical information for the department should be noted. There were 3,524 reader visits (not including visitors who viewed exhibits or attended receptions in the Library). A total of 12,208 items were circulated, including 3,458 rare books, 3,153 reference books, 1,308 pieces of ephemera, 880 manuscripts, 2,396 oral history memoirs, and 1,013 microforms.

In the area of bibliographic control, the arrearages decreased by 2,324 to 54,290 volumes. Received in the department were 6,335 volumes including 6,035 by gift, 93 by purchase on departmental funds, 200 by purchase on other funds, and 7 by transfer from other departments. Of the volumes received in the department during the year (or from volumes already in the department), 1,344 volumes were cataloged, 25 serials were added, 57 volumes were added locally, 166 duplicates were deaccessioned, 6,467 were sent to other departments including Gifts and Exchanges, and 600 volumes were put into collections not to be cataloged. 1,043 preliminary bibliographic records were prepared. OMC production, although low, was significantly increased during the year because the Bibliographic Assistant V devoted his time to searching and copy-cataloging, primarily of the House of Books Collection.

A number of challenging projects and problems await us during the coming year. The first upcoming major exhibition will be on Thomas Merton and work on that and its installation must be completed by early December. The Charles Saxon collection will need to be arranged and cataloged before materials can be selected and assembled for its exhibition, scheduled to open in March, 1990. In processing, the backlog of books

remains a challenge for the department, and there is also a backlog of bookplates which must be identified, sorted, and filed. Besides the items remaining to be cataloged in the art collection, we are hoping to transfer from the B-ephemera collection a group of 17th and 18th-century Dutch engravings and to identify and catalog them in a manner more appropriate to their value.

When we moved into our new quarters in 1984, we shelved our reference books in what we perceived at the time as temporary locations. Now, we would like to undertake an evaluation and reorganization of the reference collection in light of our experience working with the material here. Our ever decreasing space also provides constant challenges for us, and we will work again this year on shifting materials in our map cases, books and ephemera to make room for new materials; shifting of our shelflists is another project that we would like to see started during the upcoming year. Much has been accomplished during the previous year, but we have had to rely occasionally on professional staff to page, shelve, and process books. With the projected cutback in our allowance of General Assistant hours in the next fiscal year, it is likely that what was an occasion will become a routine, and that many projects will have to be postponed or abandoned.

Manuscript Department

Bernard R. Crystal
Assistant Librarian for Manuscripts

The Manuscript Department has continued to provide reference assistance and access to its sizeable and ever-growing manuscript and archival resources to meet the current and anticipated future research needs of faculty, students and the general scholarly community in a number of ways: selection and acquisition of new collections; organization and description of manuscript collections and archival records; additional arrangement and description of older collections; and preservation of significant written records and photographs.

The major processing efforts during the year centered on the Frederic Dannay Papers and the Thomas Merton Papers. The Dannay project, supervised by Patrick Lawlor, was handled by a team of support staff members who cataloged letters and manuscripts and input entries in a database using Pro-Cite software. The Ellery Queen Mystery Magazine series has been completed and 4,000 entries have been entered in the database which serves the dual function of providing a detailed hard copy finding aid as well as a computer- based keyword search system. Also 1,000 entries have already been input for the Dannay correspondence and manuscript series. Although the Thomas Merton Papers were received in an organized state, it was discovered that standard archival practices were not followed, and it was decided to recatalog the collection to conform to Columbia's cataloging standards. While the processing was in progress, Patrick Lawlor also selected letters, manuscripts and related materials, and prepared a catalog for the major Merton exhibition opening in December 1989. In June a student assistant was hired to process Bella Abzug's post-congressional papers which has been in storage for four years. We expect to have the papers unpacked and boxed by September, and the remaining photographs, audio tapes and memorabilia processed during the fall semester. A number of Columbiana collections were processed by Hollee Haswell this year including the papers of Professors C. Martin Wilbur (Chinese history), Elliot V. Dobbie (English), Willard L. Severinghaus (physics); alumnus, Stanley Isaacs (New York City government); and trustee, Robert Lilley. Also the papers of Professor Joseph Blau (religion) were processed by a School of Library Service student, Patricia Cahill, as her field work project.

A recurring task in the department is the processing of yearly additions to existing archival collections, and this year was no exception. Processing was completed for the 1987 and 1988 submissions by Random House, as well as substantial additions to the files of literary agents, Curtis Brown, Ltd, George Borchardt, and Don Congdon Associates. Two significant additions to the archives of political action organizations were also processed: National Emergency Civil Liberties Committee and the Conference of Non-Governmental Organizations in Consultative Status with the United Nations. After a four year hiatus the Columbia Oral History Project submitted 150 oral history memoirs which were cataloged and bound. Because of dwindling shelf space for this large and actively used collection, we abandoned the one inch 3-ring binders and substituted expandable report covers, with a new spine labeling system, to increase our growth capabilities. Of particular interest was the accessioning of the 2,516 page interview of the late Soviet Premier, Nikita Khrushchev.

A number of special projects were accomplished this year. Professor Emeritus Paul Oskar Kristeller provided a student assistant funded by his MacArthur grant to identify, sort and folder the 28,500 letters in his papers. With the assistance of the Preservation Department, a proposal for a New York State Historical Photograph Conservation Grant was accepted, permitting us to transfer to safety film prints all the glass plate and acetate film negatives of photographs depicting life in late 19th and early 20th century Russia in the Bakhmeteff Archive's Alexander Benckendorff Papers, and a large portion of the glass plate negatives of the theater, architectural and interior decorating designs in the Joseph Urban Papers.

During1988-1989 the Department (including the Bakhmeteff Archive and the Lehman Suite) accessioned 445,745 manuscript items (372 linear feet) by gift, transfer, and purchase, increasing its total holdings to 24,130,083 manuscript items (201,250 linear feet). Twenty-six new collections (including eight for the Bakhmeteff Archive) were added during the year, increasing the total number of collections from 2,086 to 2,112. The total number of manuscripts actually processed during the year reached a higher total, 511,092 manuscript items (426 linear feet), including: 495,722 items (413 linear feet) by the Manuscript Department; 14,767 items (11.5 linear feet) by the Bakhmeteff Archive; and 603 items (.5 linear feet) by the Lehman Suite. Of the total number of manuscripts processed, 8,205 individual letters, manuscripts and documents were cataloged (Manuscript Department, 6,572; Bakhmeteff Archive, 1,509; Lehman Suite, 124).

Readers used 2,334,920 manuscript items last year, and there were 1,172 reader visits In addition 27,432 customer photocopy exposures were made during the year. The above figures include the Bakhmeteff Archive and the Lehman Suite.

In the coming year we plan to complete the Dannay, Merton and Abzug projects, continue processing the papers of theatrical director and artist, Robert Wilson, and move on to a number of collections that had taken second priority last year, such as the papers and art work of the portraitist, Myra Korzybski, and the papers of Professors Sigmund Diamond (sociology) and Jan Schilt (astronomy), as well as additions to the records of the American Bar Association War Powers Study and the papers of Professor Bernard Barber (economics). We will also plan for the processing of collections scheduled to be received early in 1989/90, primarily the records of two publishers, Stein and Day and Vanguard Press, and the archives of the International Institute of Rural Reconstruction, an organization active in the Far East for a greater part of the twentieth century.

Bakhmeteff Archive. The primary objectives of the Bakhmeteff Archive over the last year were to provide reference service to readers, in person, by telephone and by

correspondence, to publicize the Archive's collections within the scholarly comunity, to enhance its holdings through new acquistions, and to process and describe new materials.

Access to the Bakhmeteff Archive by Soviet and Eastern European readers has traditionally been highly restricted, but this policy is currently being reevaluated, and during the past year the Archive's Administrative Committe approved reading privileges for a record number of Soviet readers who comprised one fifth of the year's total of 53 readers. Bakhmeteff readers used a total of 245,119 manusucript items during the year.

The Curator gave major presentations on the Bakhmeteff Archive's holding to the American Association for the Advancement of Slavic Studies Conference in November 1988 and to the Mid-Atlantic Slavic Association Conference in April 1989.

A variety of new collections were processed during the past year, including the correspondence of Russian historian Michael Karpovich which contains letters from many prominent emigres including Vladimir Nabokov and Alexander Kerensky, and the voluminous papers of Hungarian general Béla Király. The major new acquistion was the family archive of the last tsarist ambassador to England, Alexander Benckendorff.

The greatest difficulty facing the Archive today is the small staff, and lack of time in which to complete processing projects. The curator spends well over 50% of her time doing general reference and paging for the Rare Book and Manuscript Library, and most of the rest of the time is devoted to Bakhmeteff reference. Bakhmeteff GAs work only a limited number of hours and also spend much of their time paging for the Rare Book and Manuscript Library. The result is that processing must fit into whatever time (if any) remains and even small collections take an extremely long time to complete.

Major projects for the forthcoming year include the processing of the Benckendorff Papers, and preparation for an exhibition centering on the two Russian ambassadors, Alexander Benckendorff and Boris Bakhmeteff. The Harriman Institute has offered to provide a GA who will undertake a complete survey of printed materials in the Archive. Preliminary findings indicate that between the Bakhmeteff Archive and the University Libraries, Columbia has the finest collection of Russian pamphlets and newspapers in the United States, while the Archive contains many rare emigre publications which are not available elsewhere. --Ellen Scaruffi, Curator.

Columbiana Library. Our major objective this past year was to provide reference service for some 600 readers, including administrators, faculty, students, staff and other qualified researchers; and to provide guided tours of the King's College Room to the daily groups of visitors. Nearly 257,000 items in our collection were used to answer in person, phone and mail requests. Research focused on people and events in Columbia History with particular emphasis given to photographic images. The 1989 Columbian staff used photographs from the collection to lead each section of the yearbook. In addition numerous images from our collection were selected for an exhibition this fall in the Rotunda, commemorating the 150th anniversary of photography.

Special projects included the ongoing serials project, the commencement of the East Gallery project, and the preparation for creation of a University Archives. Forty serial titles have been inventoried against photocopies of the official records for Columbiana in Serials Cataloging, and current issues are now being sent to the bindery with the new computerized forms. This work will streamline and enhance future collection updates. The East Gallery project involves sorting, identifying, unframing and rehousing a collection of items that, in many cases, has not been previously recorded. The work has progressed very slowly (forty-five items handled this year), having been hampered by inadequate

Message ID: 1607 (here)
Received: by cunixc.cc.columbia.edu (5.57/1.1) id AA02819; Mon, 17 Jul 89 11:07:
Date: Mon, 17 Jul 89 11:00:23 EST
From: Sheila Donegan <donegan@cunixb.cc.columbia.edu>
To: manuel, kavanaugh, fergusem, wilshire, fagan, bizal, urff, wagner,
    millerwa
Cc: Donoghue
Subject: Annual Reports
In-Reply-To: <8907170811.AA02819@cunixc.cc.columbia.edu>

Elaine would like you to prepare an annual report (no more than 5?) (I suggest text would be due by September 1. This report could focus on major objectives, accomplishments and continuing problems/issues in your areas. Thank you.

Sheila

P.

shortage / stall - efforts in service

KL wants by Aug. 18

Columbia University in the City of New York | *New York, N.Y. 10027*

THE LIBRARIES

535 West 114th Street

FROM: Kristine Kavanaugh

TO: Management Council

RE: Change in Size of Collections

DATE: October 23, 1989

Attached is a report detailing the components of the Change in Size of Collections statistics for the period July 1, 1988 - June 30, 1989.

This report breaks out the additions and withdrawals of standard printed materials between those added directly by the Department Libraries and those added through Cataloging. Within those breakdowns, it is further divided between monographs, serials and other.

We do not report this level of detail to ARL however, since we collect the information in this level of detail it may be of interest to you.

Please call if you have any questions.

COLUMBIA UNIVERSITY LIBRARIES
STANDARD PRINTED MATERIALS

JULY 1/88 - JUNE 30/89

	LIBR. Add Mong	LIBR. Bound Serial	LIBR. Add Other	Total Added LIBR.	Total Added CAT-MON	Total Added CAT-SER	GRAND TOTAL ADDED	LIBR With Mong	LIBR. Bound Serial	LIBR. With Other	Total Withd. LIBR.	Total Withd. CAT-MON	Total Withd. CAT-SER	GRAND TOTAL WITHD	NET CHANGE
HUMANITIES & HISTORY DIV.															
Butler Library	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Central Stacks #	431	0	0	431	41998	6536	48965	643	0	0	643	1904	42	2589	46376
Graphic Arts Collections	0	0	0	0	199	114	313	0	0	0	0	301	0	301	12
Instructional Library	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burgess-Carpenter	2109	0	0	2109	6237	32	8378	296	0	0	296	132	0	428	7950
College Library	0	0	0	0	48	0	48	8	0	0	8	2	0	10	38
Philosophy Library	0	0	0	0	37	0	37	62	0	0	62	5	0	67	-30
Library Service Library	67	0	0	67	2012	1189	3268	7	0	0	7	6	2	15	3253
Music Library	9	37	0	46	1099	188	1333	13	10	1	24	0	0	24	1309
Reference Collection	0	0	0	0	838	778	1616	0	0	0	0	225	41	266	1350
TOTAL HUMANITIES & HIST.	2616	37	0	2653	52468	8837	63958	1029	10	1	1040	2575	85	3700	60258
SCIENCE AND ENGINEERING															
Biological Sciences	0	0	0	0	784	857	1641	52	0	0	52	7	0	59	1582
Chemistry Library	0	0	0	0	481	934	1415	20	0	0	20	0	0	20	1395
Engineering Library	0	0	0	0	2754	1680	4434	44	0	0	44	18	0	62	4372
Geology Library	0	25	0	25	410	734	1169	0	0	0	0	1	0	1	1168
Geoscience (Lamont)	0	0	0	0	380	663	1043	0	0	0	0	0	0	0	1043
Mathematics Library	0	0	0	0	819	477	1296	0	0	0	0	0	0	0	1296
Physics Library	0	0	0	0	608	575	1183	20	0	0	20	0	0	20	1163
Psychology Library	0	0	0	0	774	429	1203	258	0	0	258	15	0	273	930
Science Library	0	0	0	0	532	177	709	0	0	0	0	0	0	0	709
TOTAL SCIENCE & ENGIN.	0	25	0	25	7542	6526	14093	394	0	0	394	41	0	435	13658
SOCIAL SCIENCE DIVISION															
Business Library	90	2	0	92	5030	2162	7284	46	1	0	47	54	2	103	7181
Documents Service Center	0	0	11766	11766	12	1	11779	0	0	3617	3617	0	0	3617	8162
Journalism Library	157	5	241	403	357	91	851	571	46	70	687	120	0	807	44
Lehman Library	1036	1805	0	2841	11154	2156	16151	16	63	0	79	1	0	80	16071
Social Work Library	264	329	0	593	2246	379	3218	0	15	0	15	0	0	15	3203
					0										
TOTAL SOCIAL SCIENCE DIV	1547	2141	12007	15695	18799	4789	39283	633	125	3687	4445	175	2	4622	34661
DISTINCTIVE COLLECTIONS															
Avery Library	84	0	0	84	2914	1655	4653	44	0	0	44	20	0	64	4589
Fine Arts Library	57	0	0	57	2312	257	2626	30	0	0	30	3	0	33	2593
Ware Library	8	0	0	8	325	0	333	15	0	0	15	0	0	15	318
East Asian Library	12111	3850	0	15961	940	113	17014	124	20	0	144	44	0	188	16826
Health Science Library	4559	5252	0	9811	0	0	9811	1009	602	0	1611	0	0	1611	8200
Law and International La	4930	7218	0	12148	0	0	12148	2	2503	0	2505	0	0	2505	9643
Rare Book and Manuscript	119	336	340	795	1357	76	2228	0	0	0	0	0	0	0	2228
Columbiana	0	23	0	23	306	0	329	0	0	0	0	0	0	0	329
TOTAL DISTINCTIVE COLLEC	21868	16679	340	38887	8154	2101	49142	1224	3125	0	4349	67	0	4416	44726
GRAND TOTAL FULL YEAR	26031	18882	12347	57260	86963	22253	166476	3280	3260	3688	10228	2858	87	13173	153303

$\frac{\$8,479}{32,556} = \frac{\quad}{100}$

26%

Long term problems

Membership of Friends / Committee

Seaman Room / staircase

Refurbishment of the meeting house.

News position / shortage of offers of service.

Incr. blz endowments.

Cont. relationship with Ormskirk / Unit Archives

Archives / preservation needs.

FRIENDS OF THE COLUMBIA LIBRARIES
535 West 114 Street, New York, New York 10027

Financial Statement
July 1, 1988 - June 30, 1989

Income Account (0-43406)

Balance on June 30, 1988		$18,934
Income:	Dues contributions	41,035
	Columns subscriptions and sales	1,252
		61,221

Operations Account (6-43406)

Expenditures:	Stationery and supplies	1,206
	Friends meeting costs	2,233
	Columns (volume XXXVIII)	13,370
		16,809
BALANCE ON JUNE 30, 1989		44,412

Gifts in kind during 1988-1989 totaled $183,881 and special purpose gifts, including cash gifts received from Margaret L. Kempner, Corliss Lamont, George Lowry, Carol Z. Rothkopf, and several anonymous donors, totaled $41,127. The total value of gifts and contributions since the establishment of the association in 1951 now stands at $7,570,074.

Bk call

432 members
as of June 30

Inst gifts

Dziurdzikowski (Henry, Jane / Wyndham Lewis)
Pozzatti
Saffron
Schapiro
Westheim (Wertheim, Crane, Starling)

Smith: 482

Enduil. Elevants L, 1686. John Flaxman Lucy

Rix, N. Tat. Logn L, 1633

Howard. Novac. 1612

Ulmann 484

Galton

Rost

Joyce Ulysses. Aimé P.

BM 487

Heidsieck Entom

Nixon 490

Heidsieck Set

Bing 491

Pond Comtois Print

Adapt of XVI Cents

Print Three Mountains Pr 1925

Author's print Chinese Print

Indian stats

Samuels 493

Bacon Ms.

Gissing Born in exile

Lodge 4 Incomparable

A74

A1173

A819

C1013

Nunc 572

Reginald - Dabney

Colfax - 531

Powell - A/s

Blindness Ms "In a Glass"

Dawson

Blindness Ms

Cohen 532
St. Jerome Epistles
Wilmsett, 1864

Friends 534
Wm Austin (C. Pentagram)
Joffe Epiphanius 1785
Fitzgerald

Ezekiel 536
Bart Hinde Mss.

~~Brown~~ 1,000

~~Rothstein/Cohen~~ 2000

~~Kantrowitz~~ 15,027

~~Lamont~~ 11,111

Esq 100

~~Jaffin~~ 2,000

~~Mrs. Helen Brozek Estate~~ 1,500

Ann 3,500

~~Higginbotham~~ 1,111

Lowry 5,111

$41,127

KAL, Here are the stats for the Annual Report.

MT

Exhibitions:

(1) Alexander Pope: A Tercentenary Exhibit
July 12 - November 17, 1988

(2) PAINTINGS FOR Finnegans Wake by Marjorie Windust Halper July 12 - Nov. 17, 1988

(3) DREAMS AND IMAGES: THE THEATER OF ROBERT WILSON Dec 8, 1988 - Feb. 17, 1989

(4) THE FUGITIVE KIND: THE THEATER OF TENNESSEE WILLIAMS

(5) KETUBOT FROM THE TEMPLE EMMANUEL COLLECTION. Sept 1988 - Sept 1989

(6) EDITH WHARTON NOV - 88 - Sept 89

(7) KLEMPNER PRINTS Dec 88 - Sept 89

(8) HAMILTON MEMORABILIA MARCH - Sept 89

(9) WOODS NOV, 88 ——

(10) Lamont NOV 88 ——

(11) BACON MANUSCRIPT DEC 1988

(OVER)

Books purchased = 93

Mss purchased 242
(not including Merton, Dannay, & Boncicon Dorff)

$ paid for Dannay $60,110

GIFTS

JULY 1988 -- JUNE 1989

MONTH	NO. OF DONATIONS	VOLS.	MSS.	TOTAL VALUE	of which this is value of Friends donations	
JULY	6	176	12,203	$16,679	—	
AUGUST	5	144	10,001	$11,950	$1,175	
SEPTEMBER	8	5,213	12,932	$92,835	$19,515	
3 month totals	19	5,533	35,136	$121,464	$20,690	
OCTOBER	7	20	35,430	$11,800	—	
NOVEMBER	18	26	39,631	$48,480	$20,230	
DECEMBER	19	441	2,853	$68,231	$49,241	
3 mo. totals	44	487	77,914	$127,711	$69,471	
6 mo. totals	63	6,020	113,050	$249,175	$90,161	
JANUARY	14	37	29,214	$115,250	$52,320	
FEBRUARY	7	42	10,516	$5,092	$280	
MARCH	3	1	403	$3,135	$2575	
3 mo. totals	24	80	40,133	$123,477	$55,175	
9 mo. totals	87	6,100	153,183	$372,652	$145,336	
APRIL	5	1	929	$6,110	$3050	
MAY	5	124	37	$6,069	$300	
JUNE	30	14	227,505	$642,385	$35,195	
3 mo. totals	40	139	228,471	$654,564	$38,545	
12 mo. totals	127	6,239	381,654	$1,027,216	$183,881	
Bakhmeteff Archive	12	—	25,848	$51,835	—	

$1,079,051

Gifts in Kind - 1998-99 (Info Taken from Jean's acknowledgment)

Donor	Gifts	Acknowledged	
Forbath, Thom	Books + CU plates	7/8/98 (JA)	
Beeson, Jack	3 books (Plays)	9/14	
Victor Manty	Letters + photograph (M. Lowenkopf)	10/13/98	
Herbert Schimmel	32 Noel Coward Letters	11/2/98	
Eric Redd	Books (Hamer; Perkins; Hobart)	12/8/98	
Belmire, Charles	Bronk letters	11/10/98	→
Freund, Jonathan	Professional papers of G. Freund	12/9/96	
James L. Weil	"Johnny Cake" + "Lois + Smudge"	12/2/98 - 4/16/99	
Sam Schaefer	16 books (17th + 18 Century bks)	12/23	
Chris Coover	Books	1/5	
Hiroaki Sato	Books, MSS (Hecbbell's)	2/4	
Yoko Danno	Books (Hubbell's)	2/4	
Ruth Friendly	Fred Friendly's papers	2/18	
Robert Jacobs	1 book inscribed by Frazer Bonn	4/1	
Leland Brown	Books (N. Murray Butler)	4/16	- need appraisal
Leon Rodenberg/Steve	Papers relating to "old books..."	" 4/17	
Alan Rhoda	Books + MSS - W. Bronk	4/24	
Ruth Schlercher	Music sheet inscribed by Wagner + Seidl	6/21/99	
Dotson Rader	Manuscripts	6/21	
Mary Stolberg	Photographs	6/30	